



**STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES**

JAMES K. POLK BUILDING
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BILL LEE
GOVERNOR

DANIELLE W. BARNES
COMMISSIONER

January 22, 2019

David Olszewski, Owner
Best Beginnings Preschool
122 East 12th Street
Cookeville, Tennessee 38501

Dear Mr. Olszewski,

The Department of Human Services (DHS) - Division of Audit Services staff conducted an unannounced on-site monitoring review of the Child and Adult Care Food Program (CACFP) at Best Beginnings Preschool (Sponsor), Application Agreement number 00-159, on December 13, 2018. The purpose of this review was to determine if the Sponsor complied with the *Title 7 of the Code of Federal Regulations* (CFR) applicable parts, provider agreement, and applicable Federal and State regulations.

Our review of the Sponsor's records for November 2018 revealed no significant deficiencies.

Technical Assistance Provided

Technical assistance was offered however it was declined by the Sponsor.

We appreciate the assistance provided during this review. If you have any questions regarding this report, please contact Sean Baker, Audit Director 2, at 615-313-4727 or Sean.Baker@tn.gov.

Sincerely,


Sam O. Alzoubi, CFE
Director of Audit Services

Exhibit

cc: Melissa Fitzpatrick, Administrator, Best Beginnings Preschool
Lisa Allen, Director, Best Beginnings Preschool
Allette Vayda, Director of Operations, Child and Adult Care Food Programs
Debra Pasta, Program Manager, Child and Adult Care Food Program
Elke Moore, Administrative Services Assistant 3, Child and Adult Care Food Program
Constance Moore, Program Specialist, Child and Adult Care Food Program
Marty Widner, Program Specialist, Child and Adult Care Food Program
Comptroller of the Treasury, State of Tennessee

EXHIBIT

Verification of CACFP Independent Center Claim

Name of Agency: Best Beginnings Preschool

Review Month/Year: November 2018

Total Meal Reimbursement Received: \$2,598.93

Site Meal Service Reconciliation and Monitor Activity	Reported on Claim	Reconciled to Documentation
Total Days of CACFP Food Service	20	20
Total Attendance	482	481 ¹
Percentage of Free or Reduced-price Category (For Profit Center Only)	XXXXXX	89%
Number of Breakfasts Served	446	446
Number of Lunches Served	482	481 ¹
Number of Supplements Served	454	454
Number of Participants in Free Category	22	22
Number of Participants in Reduced-Price Category	2	2
Number of Participants in Paid Category	3	3
Total Number of Participants	27	27
Total Amount of Eligible Food Costs	XXXXXXXX	\$986.17
Total Amount of Eligible Food and Non-Food Costs	XXXXXXXX	\$1,227.05

¹The difference in the reported and verified is immaterial and was not included in this report as a finding